

PEMBROKE WATER WORKS  
346 PEMBROKE STREET  
PEMBROKE, NH 03275

Minutes of the February 18, 2016 Meeting

Present: Kevin Brasley  
Ed Lavallee  
Andy Boisvert  
Chris Culberson  
Absent: Chet Martel  
Staff: Matt Gagne – Superintendent  
Betty St. Germain – Admin. Bookkeeper

The regular meeting was called to order at 6:00 pm by Kevin Brasley.

Motion by Chris Culberson and seconded by Andy Boisvert to accept the Meeting Minutes and Financial Reports for January 2016. All in favor, motion passed.

OLD BUSINESS:

Concord Rt3 Electrical Update – Matt updated the Board on the work being done on pump #2

212 Main St – The Selectmen asked the Water Commissioners to consider listing the property with a Realtor. The Board wants the building assessed by the Town Assessor before considering putting it on the market for sale.

2016 Road work – Matt updated the Board on roads that are going to be worked on and when Water Works needs to get their portion of the work done on various roads. Motion by Chris Culberson and Seconded by Ed Lavallee to have Matt send a Commitment Letter to Allenstown for Reynolds and Ferry Streets. All in favor, motion passed.

Primex Liability Insurance – Motion by Kevin Brasley and Seconded by Ed Lavallee to change the Property Liability Insurance renewal date to January 2017 to match the Workers Compensation renewal date. All in favor, motion passed.

John's Wrecker Service – The Board discussed the report from Emery & Garrett. The Board will review again at the next meeting.

NEW BUSINESS:

NH National Guard – They are looking to put in another Training facility.

New Hire – Matt updated the Board on applicants that were reviewed. The position was given to Beau Schofield.

New Connections – There was discussion over new possible connections. The Board would like to have Dufresne & Henry do a study and will review again when this study has been done.

REGULAR MONTHLY BUSINESS:

Late Accounts - The total current past due amount \$20288.49

A/P Manifests & Payroll Manifests -- Motion by Andy Boisvert and seconded by Ed Lavallee to approve the February 3<sup>rd</sup> A/P Manifest of \$12740.20 previously reviewed, the February 18<sup>th</sup> A/P Manifest of \$22723.23 and Payroll Manifests as reviewed by Chairman Kevin Brasley. All in favor, motion passed.

January Adjustment Manifest -- Motion by Ed Lavallee and seconded by Chris Culberson to accept the December Adjustment Manifest of \$535.63. All in favor, motion passed.

OTHER BUSINESS and CORRESPONDENCE:

Motion by Chris Culberson and seconded by Ed Lavallee to adjourn at 7:06 pm. All in favor, motion passed.

The next meeting is scheduled for March 17, 2016 at 6:00 pm.